

**GLEN ROCK BOROUGH
COUNCIL MEETING
August 21, 2024**

Present: Rollin Apgar, John Locke, Chad McCullough, Joshua Miller* and Mike Shaver

Others Present: Evan Gabel, Esq., Mayor John Trout, Ronald McCullough, Work Supervisor, and Ann Merrick, Sec/Treas.

Zoom: Jason Brenneman, P. E.

Visitors: Five in person and several on zoom

The meeting was Called to Order at 7:00PM by President R. Apgar with the pledge to the flag.

Borough Engineer's Report

1. J. Brenneman confirmed receipt of two proposals for Glen Avenue project:
 - Uretek USA, Inc. - \$51,000
 - USG - \$45,000 plus a CoStar's member.The project is Liquid Fuels eligible.

*J. Miller arrived for the meeting at 7:04 PM.

- J. Locke moved to accept the quote from USG for a cost of \$45,000 to complete the Glen Avenue stabilization project, seconded by C. McCullough. Motion carried.
2. J. Brenneman explained the receipt of a Street Cut Permit from GR Authority to replace the water main and service lines on Wolf, High, Center, Park and Church Streets. M. Shaver moved to authorize the engineer to contact the GR Authority and conditionally approve the Street Cut permits for Wolf, High, Center, Park and Church Streets, as long as separate permit applications are submitted and a full overlay is planned for this project, seconded by C. McCullough. Motion carried.
3. J. Brenneman presented a project being planned by Rod Krebs for a townhouse development that will access Winter Avenue at Link Street. There is a sight distance issue at the driveway location. Mr. Krebs wants to know if Council would consider making Winter Avenue one-way from Link Street up to Glenvue Road. Although Council did not support this idea, they did request that Mr. Krebs submit additional information to show details of what he is proposing.
4. No update is available for the Fair School Road property.

*J. Brenneman left the meeting at 7:20 PM.

Public Comment

1. Marian Staub of 257 Pine Street is a resident of Shrewsbury Township. She received a letter stating the Borough will no longer be plowing Wren Drive. The road was previously plowed as a courtesy but is not adopted, does not meet current standards and the Borough is obligated to stop plowing this private alley.

2. Jennifer Webb of 41 Circle Drive is a Borough resident and she expressed her support of the Hufnagel Public Library.

Old Business

1. Council received a letter from Amber Locke, who is the former Librarian of Hufnagel Public Library and Borough Resident of 202 Church Street. Ms. Locke expressed her support for the library and asked for transparency from York County Libraries (YCL) and Glen Rock Borough. YCL previously paid for enhanced testing due to water damages to portions of the Neuhaus'es Building, including the portion of the building where the library is a tenant. YCL has still not provided the Borough with a proposal, indicating their future plans at this location. M. Shaver moved to authorize the solicitor to write a letter to YCL to request their intentions and provide response before the next Council meeting, seconded by J. Miller. Motion carried.

No Persons on Agenda

Announcements/Vacancies

1. Planning Commission has two vacancies and Sewer/Water Authority has one vacancy.

Approval of Minutes

1. M. Shaver moved to approve the June 19, 2024 Meeting Minutes, seconded by J. Locke. Motion carried.

New Business

1. York County is beginning a long-range Transportation Plan update and is looking for focus group members to participate in small group sessions. Any Council member interested in participating, should contact the borough office.

Recreation Board

1. In the future, the Board will submit a recommended list of Rules to Council.
2. Updates from a recent meeting will be emailed to Council for consideration during their Sept meeting to include a copy of the Athletic Field Use Request Form and request to amend the bylaws.
3. Council expressed concern with the status of the Community Garden plots; many are very weedy. Garden plots were paid for and the plots are to be weeded.
4. A split tree at the park will be removed by borough maintenance.
5. Council still needs an update about equipment being stored next to concession stand at the baseball field.
6. The Borough will obtain quotes for repairing the restrooms and Food Shack at baseball field.
7. All 4x4 benches have been replaced.
8. In order to replace the broken lanyard for flag at the park, a fifty-foot ladder or bucket truck is needed.

Solicitor's Report

1. The Borough received payment for the judgements for 167 Hanover Street. The property has now sold and will be owner-occupied.
2. The DJ Hearing for 208 Hanover Street is re-scheduled for September 4.
3. The lien will be satisfied for 207 Hanover Street once their final payment clears.

4. E. Gabel sent a letter to the new owner of 35 Junior Street, outlining the past property violations, with deadline of August 31 to contact the Borough.
5. A draft ordinance has been submitted to Shrewsbury Township for enforcement of ordinances beyond municipal boundaries.
6. E. Gabel researched regulations of surveillance cameras and data collection. He stated there is limited regulations for License Plate readers. R. Apgar plans to investigate further.
7. J. Miller moved to adopt Resolution 2024 – 14, to establish a public records policy regarding anonymous requests, seconded by J. Locke. Motion carried.

The Council meeting was closed at 8:02 PM and the Borough opened a Public Hearing to discuss two Ordinances. The following Ordinances were presented:

1. Ordinance 525, an ordinance amending the Zoning Ordinance, Chapter 27, Part 7, allowing the Council to set fees for zoning determination letters prepared by the Zoning Officer, in response to a request regarding the classification of uses and/or the interpretation and applicability of the provisions of the Zoning Ordinance for specific properties.
2. Ordinance 526, an ordinance amending the Zoning Ordinance, Chapter 27, allowing for a one-year renewal of a Zoning Permit with the approval of the Zoning Officer.

No questions were asked related to these Ordinances.

The Public Hearing closed at 8:08 PM and the Council meeting re-opened.

Solicitor's Report continued

8. J. Miller moved to adopt Ordinance 525, an Ordinance amending the Zoning Ordinance to allow the Zoning Officer to write determination letters and the Borough to set fees for those letters, seconded by M. Shaver. Motion carried.
9. M. Shaver moved to adopt Ordinance 526, an Ordinance amending the Zoning Ordinance to allow for a one-year renewal of Zoning Permits with the approval of the Zoning Officer, seconded by J. Miller. Motion carried.

Work Supervisor's Report

1. WS reported the following:
 - Regular maintenance work is necessary and is planned for the 2014 Truck. Council supports necessary servicing, especially in preparation for upcoming snow season.
 - Paving to begin next week for Winwood Road.
 - The rotted bench has been removed from 3 Main Street.
 - WS has been cutting weeds along the streets with boom mower.
 - WS may borrow Shrewsbury Township's chipper for trees at the GR Park.
2. Council suggested that maintenance cut/spray the weeds around light pole in the Municipal Parking Lot.

Secretary's Report

1. A. Merrick informed that the Winter Municipal Services renewal agreement with Penn DOT for 2024-2025 Snow Season is signed.

2. J. Miller moved to approve the 2025 Financial Requirement and Minimum Municipal Obligation of \$18,120 for pension plan, seconded by C. McCullough. Motion carried.
3. J. Miller moved to authorize the GR Fire Police to assist with the non-emergency event planned for Springfield Twp on September 28, seconded by M. Shaver. Motion carried.
4. DCCS is issuing letters to all properties with expired permits.
5. Council discussed the report of a possible business at 136 Manchester Street. The Solicitor said that according to the Municipal Planning Code, the Zoning Officer is the interpreter of the Zoning Ordinance, so this matter should be turned over to the Zoning Officer for further investigation. Council reminded that all complaints or concerns need to be submitted in writing to the borough.
6. A. Merrick provided the following updates:
 - 12 Manchester Street Apt A passed the re-inspection for Rental Ord on Aug 19 and fees have been paid.
 - 33 Hillside Terrace has re-homed the rooster and have applied for a Chicken Permit.
7. Council discussed a sample scenario involving the moving of stones from one part of the street to another and whether this is a violation to the Code of Ordinances. The solicitor said it could be viewed as a nuisance.

No Animal Control Report

Zoning Officer's Report

1. Council discussed the expired Building and Zoning Permits for 133-135 Main Street and expressed concern that there has been little to no progress. J. Locke moved to authorize the solicitor to begin processing 133-135 Main Street as a dangerous structure, seconded by J. Miller. Motion carried.

Mayor's Report

1. Mayor J. Trout attended the July Commission meeting and provided a copy of the 2023 Auditor's Report.

Beautification Report

1. Green in the Glen's next meeting is September 21

No Building & Property Report

*J. Miller left the meeting at 8:30 PM.

Ordinance Committee

1. The Committee plans to meet prior to the next Council meeting, to discuss recommendations for possible changes to the Rental Ordinance and short-term rentals with the information provided by the solicitor.
2. Council discussed the office process for action item decisions following a meeting.
3. M. Shaver moved to grant a thirty-day extension to the owner of 7 West Street, seconded by J. Locke. Motion carried.
4. Council discussed the letter received from 122 Hayward Heights; Council will not take any action as the matter is a civil complaint.

No Personnel/Public Safety/Special Projects/Strategic Planning Reports

Finance Report

1. M. Shaver moved to authorize the payment of invoices over \$1000.00 using the General Fund, seconded by J. Locke:
 - a. CGA Law Firm \$ 4104.46
 - b. James R. Holley & Associates, Inc. 2411.50
 - c. South Penn Code Consultants LLC 2715.00Motion carried.
2. C. McCullough moved to approve the monthly Check List, seconded by M. Shaver. Motion carried.

Old Business continued

2. Council discussed who should be responsible for water pressure and hydrant flow in proposed and adopted subdivisions. Although an engineer reviews the plans, the GR Authority accepts the system when plans are adopted. GR Hose & Ladder will be completing Flow Testing throughout the Borough and will provide the results from the testing during the September meeting.

President Report

1. R. Apgar has asked that when Council members send emails that require the borough's attention, these emails should be sent with maintenance and the office copied.
2. R. Apgar asked the Ordinance Committee to review Borough Ordinance related to Code Enforcement. There is expressed concern with the current adopted Code and how it affects older Commercial properties.

Public Comment

1. Borough resident, Sandra Wedderein is interested in the outcome of zoning questions. She thanked Council for all of their efforts.

C. McCullough moved to adjourn the meeting at 9:02 PM.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer